

Writing Across the Curriculum Committee

Minutes

October 2, 2017

3:00 pm

Meeting Facilitator: Susannah Berry, Vice-Chair

Present: Will Banks, Susannah Berry, Bryna Coonin, Daniel Dickerson, Michelle Eble, Gabrielle Freeman, Ann Mannie, Tracy Morse (ex-officio without vote), Heather Ries, Bryan Sylcott, Ashleigh Taylor (guest), Alyssa Hanzi (ex-officio with vote)

- I. Call to order: 3:05 pm
- II. Approval of Minutes from September 11, 2017 -- minutes approved
- III. Old Business
 - a) Election – Chair of WAC Committee – Jen-Scott Mobley formally elected
 - b) Administrative Procedures for WAC Committee

Banks reports that the submission email address now goes to the WAC Chair, WAC Vice Chair, Banks, and his assistant (Ashleigh Taylor). Full WAC committee email (all members of the committee and Ashleigh) will be used for our business, but the WAC submission email is only for those listed above. These should be submitted two weeks before the meeting at least. Ideally sooner, so we can intervene with assistance if necessary. Typically the Chair asks for a point person on the WAC committee to lead the committee as they consider the documentation – this was done in the past and has worked well.

Given the concern over discrepancies among the University catalog, Banner, and our minutes Banks talked with Karen Traynor about adding the WAC Committee *New Course Proposal* form to Curriculog. Trainer offered to try it out experimentally for us. Banks likes the idea of using it – setting up who your reviewers are in each stage, keeping better track of the process generally. We do need space to log questions – right now options just are just “accept” and “reject.” Karen will mock it up – this will take about a month. Changes made in Curriculog are automatically changed in Banner. This will not work with the archive but will begin with what is entered now. Removal of the WI designation isn’t quite clear yet – will need to build a form for it.

Berry and Banks reminded the about the resources on our Faculty Senate web site that can help guide faculty in preparing their WI course proposals.

New Business

Berry appointed Ries and Mannie to lead committee discussion on WI Course SOCW 3402 & SOCW 3501 at the November meeting. Banks notes that the number of students per section is 86

students across three, 84 across two – Banks is worried that these numbers may be too high for WI as they are above the recommended cap of 25. Sometimes the numbers do not tell the full story, however, so more investigation may be needed.

IV. Announcements

- a) UWP/UWC (Will Banks): Reminder of ongoing workshops. Not having a Fall faculty writing retreat but will have it in the Spring. We are exploring peer-review software – working with Academic Computing Service and faculty from a variety of disciplines to look at these. From QEP we know faculty struggle with implementing effective peer review. Writing Center is heavily booked for appointments 9:00 am – 10:00pm and online.
- b) QEP: Wendy Sharer will forward QEP and WC annual reports to us for feedback – we do not vote on these.
- c) Writing Foundations (Tracy Morse): ENGL 2201 have some discipline-separate sections of these. Still tweaking this but it is going well overall.
- d) Honors College Updates (Will Banks): Honors College has doubled the number of incoming students (from 100 to 200). Some committee members are concerned that HNRS students are not getting enough Honors classes. Honors classes usually means smaller classes so resources are stretched. All courses in the Honors program are writing intensive so any curricular decisions there may impact WAC Committee.

V. Adjournment: 3:45 pm. Next meeting scheduled for November 13, 2017

Respectfully submitted,

Bryna Coonin
Secretary
10/19/2017